

1.53(d) to expedite further consideration of this application. The Applicant respectfully submits that this filing is timely, and no extension fee is required, because the proper three-month response period does not expire until February 26, 2002.

Please enter the following amendments prior to examination of the CPA application. Since the Examiner's communication of November 26, 2001 indicated that claims 30-42 are pending, the Applicant assumes that the claim amendments presented on November 5, 2001 were entered and the following amendments are applied to those claims. In view of the amendments and the accompanying remarks, the Applicant respectfully submits that the application is in condition for allowance.

#### AMENDMENT

##### In the Claims:

Please amend claim 30 as follows:

30. (amended) A computer-implemented method for automating administration of physician transcriptions in a medical office, said method comprising the steps of:

maintaining an office automation system configured to automatically perform a plurality of labor-intensive tasks relating to administration of physician transcription tapes in order to reduce manpower requirements and overhead costs required to run a medical office, the office automation system including a database containing provider information and patient information;

inputting digital representations of the contents of a plurality of physician transcription tapes to the office automation system; and

automatically generating one or more administrative reports associated with the physician transcription tapes from the office automation system, said automatic generation including populating fields in the reports with provider and/or patient information from the database where appropriate, the one or more administrative reports being of a type selected from a group including:

departmental management reports, including reports relating to pending and/or daily patient visits;

*For* daily revenue transaction reports, including reports relating to telephone conferences, office conferences, deposition testimony, trial testimony and/or arbitration testimony;

workload status reports, including reports relating to status of rough drafts, status of medical record reviews, and status of reports to bill;

transcription status reports, including reports relating to status of pending dictations with-physician for dictation and/or signature; and

chart location reports.

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31. (unamended) The computer-implemented method of claim 30, further comprising the step of maintaining information relating to a current workload for each of a plurality of transcriptionists.

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32. (unamended) The computer-implemented method of claim 31, further comprising the step of assigning a transcription tape to a transcriptionist based upon the current workload information.

33. (unamended) The computer-implemented method of claim 30, further comprising the step of managing performance of transcription tasks by an off-site service provider.

34. (unamended) The computer-implemented method of claim 33, further comprising the step of receiving an electronic transmission of a transcription from the off-site service provider.

35. (unamended) The computer-implemented method of claim 30, wherein said method is provided as a subscription service.

Please amend claim 36 as follows:

36. (amended) A computer-readable storage medium containing a set of instructions for execution by a computer, the set of instructions serving to automate administration of physician transcriptions in a medical office, said set of instructions comprising instructions for:

maintaining an office automation system configured to automatically perform a plurality of labor-intensive tasks relating to administration of physician transcription tapes in order to reduce manpower requirements and overhead costs required to run a medical office, the office automation system including a database containing provider information and patient information;

inputting digital representations of the contents of a plurality of physician transcription tapes to the office automation system; and

automatically generating one or more administrative reports associated with the physician transcription tapes from the office automation system, said automatic generation including populating fields in the reports with provider and/or patient information from the database where appropriate, the one or more administrative reports being of a type selected from a group including:

departmental management reports, including reports relating to pending and/or daily patient visits;

daily revenue transaction reports, including reports relating to telephone conferences, office conferences, deposition testimony, trial testimony and/or arbitration testimony;

workload status reports, including reports relating to status of rough drafts, status of medical record reviews, and status of reports to bill;

transcription status reports, including reports relating to status of pending dictations with physician for dictation and/or signature; and

chart location reports.

37. (unamended) The computer-readable storage medium of claim 36, wherein the set of instructions further comprises instructions for maintaining information relating to a current workload for each of a plurality of transcriptionists.

38. (unamended) The computer-readable storage medium of claim 37, wherein the set of instructions further comprises instructions for assigning a transcription tape to a transcriptionist based upon the current workload information.

39. (unamended) The computer-readable storage medium of claim 36, wherein the set of instructions further comprises instructions for managing performance of transcription tasks by an off-site service provider.

40. (unamended) The computer-readable storage medium of claim 39, wherein the set of instructions further comprises instructions for receiving an electronic transmission of a transcription from the off-site service provider.

41. (unamended) The computer-readable storage medium of claim 36, wherein the storage medium comprises a portable storage device.

42. (unamended) The computer-readable storage medium of claim 36, wherein the storage medium comprises a memory of a computer.

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